

## **AGENDA**

### **BOARD OF MAYOR AND ALDERMEN**

**December 7, 2004**

**7:30 PM  
Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation to Felix Torres for services to the community.

### **CONSENT AGENDA**

4. Mayor Baines advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

### **Ratify and confirm polls**

- A. Poll conducted November 22 approving free parking 6PM to 8PM December 20 to January 1, and lifting of odd/even parking restrictions Christmas Eve and Christmas Day subject to snow emergency provisions.
- B. Poll conducted December 1, 2004 granting a one week extension (to December 5) of unpaid leave of absence for Fire Dispatcher Jay Heath.

**Informational – to be Received and Filed**

- C. Communication from Gerard E. Fleury, Executive Director, City of Manchester Employees' Contributory Retirement System, advising of two pieces of legislation to be introduced in the 2005 State legislative session: LSR H-0378-R a housekeeping item not intended to be referred to the voters; and LSR H-0379-R submitted as a benefit enhancement anticipated to be subject to submission to the voters via a referendum.
- D. Communication from Bryan Christiansen, Comcast, providing information regarding pricing changes for January 2005 and updates on customer service.
- E. Minutes of the November 17, 2004 Mayor's Utility Coordinating Committee.
- F. Minutes of October 26, 2004 MTA meeting and Ridership Reports for the month of October 2004.

**Accept funds and remand for purpose intended**

- G. Receipt of \$3,500.00 from the Manchester Dealers Charitable Fund towards purchasing equipment and supplies for the Police Department's Mounted Patrol.
- H. Receipt of \$200.00 from Texas Instruments toward purchase of equipment and supplies for the Canine Unit and Crime Prevention.

**Approve under the supervision of Highway**

- I. PSNH and Verizon New England, Inc. Pole Petitions:
  - #11-1036 located on Old Wellington Road;
  - #11-1037 five poles on Summer South Back St., one pole on Lincoln St.
  - #11-1038 three poles on Eastern Avenue
  - #11-1039 thirty-four poles on North River Rd., one pole on Ward St., one pole on McCarthy St., one pole on Ridge Rd., one pole on Bennington Rd., and six poles on road to State Industrial School (aka Youth Development Center).
- J. PSNH pole petition #1101040 covering four poles on South Ridge Road.

### **REPORTS OF COMMITTEES**

#### **COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION**

- K.** Advising that it has accepted the audit status updates submitted by the Finance Department and forwarding same for informational purposes.
- L.** Recommending the Finance Department be authorized to write off accounts receivable for the first quarter FY2005 as submitted.
- M.** Advising that it has accepted the City's Monthly Financial Statements for the four months ended October 31, 2004 for FY2005 as submitted by the Finance Department and forwarding same to the Board for informational purposes.
- N.** Advising that it has accepted the following Finance Department reports:
  - a) department legend;
  - b) open invoice report over 90 days by fund;
  - c) open invoice report all invoices for interdepartmental billings only;
  - d) open invoice report all invoices due from the School Dept. only;
  - e) listing of invoices submitted to City Solicitor for legal determination; and
  - f) accounts receivable summary;and forwarding same to the Board of informational purposes.

#### **COMMITTEE ON LANDS AND BUILDINGS**

- O.** Recommending that the Board of Mayor and Aldermen approve a purchase and sales agreement between the City and Manchester Housing and Redevelopment Authority for disposition of property commonly known as the Brown School, and authorize the Mayor to execute such agreement as referenced herein subject to the review and approval of the City Solicitor. The Committee notes that it is understood the agreement provides that the City shall receive the full tax rate as it applies to the property inclusive of any city school, county and state taxes commonly included in the tax billing for other properties.

- P. Recommending that the Hackett Hill Master Plan as enclosed herein be adopted.

**LADIES AND GENTLEMEN, HAVING READ THE CONSENT AGENDA,  
A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE  
APPROVED.**

5. Nominations to be presented by Mayor Baines, if available.
6. Report(s) of Committee on Community Improvement, if available.  
**Ladies and Gentlemen, what is your pleasure?**
7. Report of Committee on Lands and Buildings advising that it has requested the Manchester Housing and Redevelopment Authority to appear before the Board of Mayor and Aldermen with recommendations on disposition of the French Hall property at the December 7 meeting of the Board.  
**Ladies and Gentlemen, what is your pleasure?**
8. Mayor Baines advises that a motion is in order to recess the meeting to allow the Committee on Finance to meet.
9. Mayor Baines calls the meeting back to order.
10. Report of the Committee on Finance, if available.  
**Ladies and Gentlemen, what is your pleasure?**
11. Update regarding Economic Development Director position.
12. Presentation by Christine Martinsen, Human Resources Analyst, regarding City Clerk position.  
**Ladies and Gentlemen, what is your pleasure?**

**TABLED ITEMS**

**A motion is in order to remove any items from the table for discussion.**

13. Report of Committee on Community Improvement recommending that pursuant to RSA 232:22a Hillcrest Avenue be reclassified from a Class VI to a Class IV highway contingent upon a design plan of improvements acceptable to the highway Department submitted by a licensed NH engineer, and a bond for the cost of construction presented in the design plan that is acceptable to the Highway Department being received by the Highway Department. Such reclassification to become effective upon certification by the Public Works Director to the City Clerk that such items have been received and are acceptable to the Highway Department.  
(Tabled 11/16/2004 at request of Alderman Garrity)
  
14. Report of Committee on Traffic/Public Safety recommending that Ordinance:  
    “Amending Section 70.57(A) Parking Rates of the Code of Ordinances of the City of Manchester by increasing the monthly parking garage rates.”  
Providing for increase of parking garage rates from \$65.00 monthly to \$70.00 monthly, as enclosed herein, be adopted with an effective date of January 1, 2005.  
(Tabled 11/16/2004 at request of Alderman Guinta)
  
15. ***NEW BUSINESS***
  - a) Communications
  - b) Aldermen
  
16. If there is no further business, a motion is in order to adjourn.